

August 30, 2013

Dear Authorized Representative/Food Service Director:

Please review the attachments and the information below and take the necessary action. This information is emailed to the Authorized Representative and Food Service Director for your School Food Authority (SFA). If you have a question or desire assistance please contact your area consultant or me and we will work together to make your program the best it can be. If you desire additional staff members to receive the monthly emails please send me their contact information and I will add them to the distribution list.

Sincerely,  
Patti Harding, Administrative Consultant

**Direct certification:**

The August 26 Direct Certification list is available. SFAs must access the list and take action within 10 operating days.

**ADDED:**

**Verification Training Webinar, September 20, 2013, 9:00-Noon**

**Verification Training Webinar, September 19, 2013, 1-4pm- FULL**

This training will review the Verification process and the changes to the Verification Collection Report. Verification is the confirmation of eligibility for free and reduced price meals under the National School Lunch Program and the School Breakfast Program. Verification is to be completed by School Food Authorities (SFAs) participating in the National School Lunch Program. Residential Child Care Institutions that have day students must complete verification on applications submitted by day students. Residential Child Care Institutions that do not have day students are exempt from performing verification; however these programs are still required to complete their portion of the verification report. Due to limited registration capacity, please limit the registration to no more than two per district in order to provide space for all districts and nonpublic schools to register for the webinar. An additional training webinar was added on September 20 from 9:00AM to Noon. To register, go to the Calendar section of the DE web page at:

[http://www.educateiowa.gov/index.php?option=com\\_eventbooking&view=calendar&Itemid=2716](http://www.educateiowa.gov/index.php?option=com_eventbooking&view=calendar&Itemid=2716)

Click on September 20 to register.

**Eligibility Manual for School Meals**

The Eligibility Manual for School Meals has been updated and is now online at <http://www.fns.usda.gov/cnd/guidance/default.htm>. Changes include updates to several policy memoranda (e.g., Family Friendly Applications, clarification on definition of foster child). Additionally, the new Civil Rights statement is included. As in previous years, USDA has two versions: one that is highlighted and one that is not. The highlighted version demonstrates what was changed from the 2012 edition of this manual; this version will be available online for 3 months.

**hawk-i FY14**

Public Local Education Agencies (LEAs) are required by Iowa Administrative Code to release to the Department of Human Services Healthy and Well Kids in Iowa (hawk-i/ Medicaid Program) household information for the students eligible for free or reduced price meal benefits who have expressed

interest in learning about **hawk-i**. Non-public LEAs are encouraged but not required to release household information.

### **Iowa Team Nutrition:**

- **It's More Than School Lunch. It's Bigger Than That.** You should have recently received a mailing of posters and flyers connected to Iowa Team Nutrition's school meal parent campaign (photo attached of what was included in the mailing). The posters can be utilized in any location that parents often visit. The flyers can be used at back-to-school events, family night events, parent teacher organization meetings, parent teacher conferences, and sent home in backpacks. You may want to add a label with your contact information so parents have a local contact to reach out for more information.

If you like *additional* copies of the flyers, please contact Carrie at [carrie.scheidel@iowa.gov](mailto:carrie.scheidel@iowa.gov) with the quantity you would like.

The campaign also, includes sample monthly newsletter articles, nutrition education lessons, activity sheets, promotional materials, and information for parents. These resources for parents and school staff can be found by visiting: <http://schoolmeals.educateiowa.gov!>

**Are we missing anything?** What else do you need to help promote your school meals? We are here to be a resource and make it easier for you to promote the great things that you are doing!

- **Produce Safety Webinar, September 18<sup>th</sup>** 1:30 to 2:30 p.m. Do you want to increase the fresh produce provided through your school meals program? Join a one-hour webinar to learn how to purchase, receive, store, prepare, and serve fresh produce and see how Iowa schools are incorporating fresh produce into their school meals. To register, [click here](#).
- **Comfortable Cafeteria Webinar on October 2<sup>nd</sup>**, 1:30 to 2:30 p.m. Dayle Hayes, an award winning presenter from Montana, will describe how to provide an atmosphere that encourages students to select healthy foods choices and offer tips on how to get students to eat them, while implementing the new meal patterns. Foodservice staff, as well as administrators, teachers, parents, wellness team members, etc., are encouraged to attend as support for the implementation of the new meal patterns throughout the school community. To register, [click here](#).
- The revised **Iowa Gold Star Lunch Menu** meeting the new meal pattern will be posted on Wednesday, September 4<sup>th</sup> at [http://educateiowa.gov/index.php?option=com\\_content&view=article&id=2162&Itemid=2962](http://educateiowa.gov/index.php?option=com_content&view=article&id=2162&Itemid=2962). A revised five-week cycle menu, revised recipes, Nutrikids nutritional analysis, component contributions, and certification worksheets are available. We hope these are a valuable resource as you continue to plan your menus for the 2013-14 school year!